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STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



MICHAEL P. FLANAGAN  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

October 1, 2007

TO: Local and Intermediate School Superintendents, Public School Academy  
Directors, Nonpublic School Administrators, and Residential Child Care  
Institutions

FROM: Carol Wolenberg, Deputy Superintendent *cw*

SUBJECT: Verification of Eligibility for School Meals

Verification is confirmation of eligibility for free and reduced priced meals under the National School Lunch Program and School Breakfast Program. Annually, each Local Educational Agency (LEA) must select and verify a sample of applications approved for meal benefits.

Administrative Policy #4 of School Year 2007-2008 – Verification of Eligibility for School Meals is posted at [http://www.michigan.gov/documents/mde/07-08\\_4.Verification\\_209714\\_7.doc](http://www.michigan.gov/documents/mde/07-08_4.Verification_209714_7.doc). Attached to this Administrative Policy are two lists of LEAs: 1) Schools Required to Use Basic Sampling for School Year 2007-2008, and 2) Schools Required to Submit an Improvement Plan for Certification and Verification for School Year 2007-2008. The deadline for completing Verification of Eligibility for School Meals, including submitting an Improvement Plan for Certification and Verification for School Year 2007-2008, is November 15, 2007.

Questions regarding the content of this memo may be directed to the School Nutrition Training and Programs office by e-mail to [MDE-SFAVerificationR@michigan.gov](mailto:MDE-SFAVerificationR@michigan.gov) or phone 517-373-3347.

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